

mibf
agency
moms**best**friend



Exceeding Your Expectations



An Exceptional Household Staffing Agency



ABOUT MBF AGENCY

Since 1994, MBF Agency has placed trusted household professionals in the homes of selective clientele. We are a full-service household staffing agency, capable of responding to our clients' ever-growing needs across Texas and beyond, while remaining personally involved in each placement at every step along the way. Our constant goal is to create secure and cherished relationships between families and their caregivers by selecting only experienced and committed candidates who have passed our rigorous screening process and receive the MBF SEAL, our trademark of quality. In fact, fewer than 10% of all applicants who apply with our agency are selected to interview with our clients, ensuring that we refer only the most highly qualified household professionals who understand and act upon the unique needs and values of our client families.

“We have had tremendous success working with MBF – they are prompt, professional and found exactly what we needed in a Household Manager. Now we can spend time doing the things that we enjoy doing, rather than the things we must do to keep our household running smoothly.”

*Gary and Elizabeth Petersen
Founding Partner, EnCap Investments and Homemaker*

NANNY SERVICES

Nannies When you need a consistent, trained, reliable, and proactive caregiver, you can count on an MBF Agency nanny professional. Our Nannies do more than supervise your children—they can plan and implement daily curriculum, monitor your child's development, plan fun games and projects, and introduce other educational activities which stimulate your child's learning, imagination, and development. These invaluable caregivers can be hired either full or part-time, short or long term, on a live-in or live-out basis.

Nanny Managers Nanny Managers are high-caliber nanny professionals responsible for a wide range of household management duties above and beyond a nanny's basic childcare responsibilities. They can pick children up from school, organize after-school activities, tutor, run errands, grocery shop, coordinate household repairs, oversee vendors, provide mature supervision and security while your family travels, and pull together a basic evening meal following your family's favorite recipes. Nanny Managers can be hired either full or part-time, short or long term, on a live-in or live-out basis.

Temporary Nannies (Sitter Service) If you do not need to hire a nanny on a permanent basis, our Temporary Nannies are available to ensure the highest level of care for your children. Temporary Nannies are professional caregivers who are available on an irregular, as-needed full or part-time basis, including sick and emergency care. Our select, professional Temporary Nannies can also provide



Extensive Screening

At MBF Agency, we believe the most important job of a household staffing agency is to consistently provide rigorously screened candidates who exceed clients' expectations of safety, reliability and professionalism. We take great pride in our candidates as we only grant MBF SEAL status, our trademark of excellence, to select professionals eager to reflect our agency's high standards. Every MBF professional must pass an extensive screening process which consists of 10 checks of eligibility criteria, including reference and background checks. This enables MBF to proudly send out our stellar candidates to serve you.

HOUSEHOLD STAFFING



convenient, reliable childcare to hotel and resort guest families and parties, or attendees at local conference or competitive race events.

Night Nannies/Nurses For working parents or parents with more than one child, Night Nannies/Nurses are a saving grace, helping new parents have a restful night's sleep. These newborn specialists typically work a 10-hour shift.

Corporate Backup Care MBF Agency assigns our well-screened temporary nanny professionals to provide employees of participating companies with backup in-home childcare so they can go to work knowing their children are in good hands. Backup care proposals can be made available to companies that are not already under contract with MBF.

“I have had tremendous success working with MBF. The company is top notch and they helped me and my family find the very best nanny we could ever ask for! We feel so fortunate to have MBF looking out for us and for our young son.”

*Christine Haas
Austin Television News Anchor*

Executive Housekeepers The highly detailed, proactive Executive Housekeepers that we place have experience cleaning homes of a large scale and are familiar with maintenance and care of fine items. Our Housekeepers can also assume responsibilities above and beyond household cleaning and maintenance, from planning basic meals, to grocery shopping, running errands and organizing your belongings.

Personal Assistants Personal Assistants manage the personal, professional, and household affairs of their employer. Our professionals provide all types of support from administrative assistance, arranging travel, household financial planning and reconciliation, to errand running, organization of professional and personal affairs and special event planning. The primary purpose of an MBF Agency Personal Assistant is to make your life easier by handling details and proactively anticipating your needs.

Household Managers/Butlers Household Managers/Butlers assure that your household is operating smoothly. In addition to being familiar with all domestic roles and responsibilities and often managing other household staff, our Household Managers provide highly valuable, hands-on household services and can perform many personal assistant duties.

Estate Managers Estate Managers function as directors of large properties, ranches, and multiple residences. Our Estate Managers supervise all household staff and possess expertise in a vast array of executive household services.

Household/Estate Couples Our Household/Estate Couples serve in separate roles as household managers/butlers, chefs, handymen, housekeepers, nannies or groundskeepers on ranches, large properties, or multiple residences.

Personal Chef/Household Cook The experienced, professional MBF Agency Chefs/Household Cooks allow you to spend quality time with your family instead of spending your evenings in the kitchen. They can be employed to plan, prepare and service delicious cuisine according to your taste and/or dietary requirements, on a full-time, weekly or temporary basis. And for a more personal alternative to catering, our Chefs prepare cuisine for private parties, brunches, dinners, and family reunions.

A Word from Kathy Dupuy, Owner and Founder of MBF Agency



Kathy Dupuy, family and dedicated household staff

As working parents with four young children (two of whom are twin toddlers!), my husband, Stuart, and I know the dilemma every family faces. With laundry to wash, groceries to buy, dry cleaning to pick up and the workdays' challenges swirling through your head, it can be a struggle to devote yourself fully to the most important people in your life. Between Stuart's full-time work and the growing business we run together, sometimes we too can't help but carry the weight of our responsibilities into the precious hours we spend together as a family. This is why I can say I am not only the President of MBF Agency, I am also my own best client!

Our family is so fortunate to have reliable, dedicated household support staff. It's their invaluable support which provides us the balance and sanity we desperately need, enabling us to close the doors to the office each evening and spend quality time with each other, confident that many of the day's most distracting challenges have already been met. You can be confident that MBF Agency is run by a family and a tight-knit, familial staff with the needs of families in mind. We know how important it is to have experienced professionals you can rely on at home, and for this reason we constantly strive to maintain the highest caliber pool of candidates, arrange the best possible matches between candidates and clients and support you with years of industry expertise in every step of the process. Because we know the peace of mind our support professionals bring to our family, you can rest assured we will constantly strive to deliver the same to yours.

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Member:

- Alliance of Premier Nanny Agencies
- The International Nanny Association
- The National Association for the Education of Young Children
- Work Options Group Provider Network, (Winner Most Valuable Provider 2007 – "Best Practices in Backup Care")